

STAFF REPORT
June 24, 2004

No. 04PL070 - Layout Plat

ITEM 2

GENERAL INFORMATION:

PETITIONER	Renner & Associates for the Canyon Lake Senior Citizen Center
REQUEST	No. 04PL070 - Layout Plat
EXISTING LEGAL DESCRIPTION	A portion of the NW1/4 of Section 3, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota
PROPOSED LEGAL DESCRIPTION	Tract 1, Canyon Lake Senior Citizens Center, located in the NW1/4 of Section 3, T1N, R7E, BHM, Rapid City, Pennington County, South Dakota
PARCEL ACREAGE	Approximately 21.045 acres
LOCATION	2900 Canyon Lake Drive
EXISTING ZONING	Park Forest District/Medium Density Residential District
SURROUNDING ZONING	
North:	Park Forest District
South:	Park Forest District
East:	Park Forest District
West:	Medium Density Residential District
PUBLIC UTILITIES	City sewer and water
DATE OF APPLICATION	05/25/2004
REVIEWED BY	Vicki L. Fisher / Curt Huus

RECOMMENDATION:

Staff recommends that the Layout Plat be approved with the following stipulations:

1. Prior to Layout Plat approval by the City Council, the applicant shall submit written permission from the Department of Interior to plat the property as proposed;
2. Prior to submittal of a Final Plat, the plat document shall be revised to show owner's certificates with the signatures of all the owners of record;
3. Upon submittal of a Preliminary Plat, topographic information shall be submitted for review and approval;
4. Upon submittal of a Preliminary Plat, a structural site plan shall be submitted for review and approval. In particular, the site plan shall show all existing structures as well as the bike bath currently located on the property;
5. Upon submittal of a Preliminary Plat, a Utility Master Plan shall be submitted for review and approval. In particular, the location of all existing and proposed private and public

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- water mains and service lines and the location of all existing and proposed public sewer mains and service lines shall be identified. In addition, the Utility Master Plan shall show all existing and proposed private utilities (i.e., electric, telephone, cable, etc.). The plat document shall also be revised to provide utility easements as needed;
6. Upon submittal of a Preliminary Plat, the plat document shall be revised to show the City well located on proposed Tract 1 within a utility easement or a well lot;
 7. Upon submittal of a Preliminary Plat, the plat document shall be revised to show a bike path easement for the existing bike path located on the property;
 8. Upon submittal of a Preliminary Plat, a drainage plan shall be submitted for review and approval. In addition, the plat document shall be revised to provide drainage easements as needed;
 9. Upon submittal of a Preliminary Plat, construction plans for Canyon Lake Drive shall be submitted for review and approval. In particular, the construction plans shall show the construction of a sidewalk along the north side of Canyon Lake Drive as it abuts the subject property or a Variance to the Subdivision Regulations shall be obtained;
 10. Upon submittal of a Preliminary Plat, a subdivision estimate form shall be submitted for review and approval;
 11. Prior to submittal of a Final Plat, the plat document shall be revised to show title certificates for a Final Plat. In particular, a "Certificate of Finance Officer" identifying that all special assessments are fully paid on the subject property shall be added; and
 12. Upon submittal of a Final Plat application, surety for any required subdivision improvements that have not been completed shall be posted and the subdivision inspection fees shall be paid.

GENERAL COMMENTS:

The applicant is proposing to subdivide the subject property creating a 21.05 acre parcel, to be known as Tract 1, leaving a 24.14 acre unplatted non-transferable balance. Currently, Sioux San Hospital is located on the 24.14 acre unplatted balance and the Canyon Lake Senior Citizen's Center is located on proposed Tract 1.

On June 15, 1992, the City Council approved a Use on Review #1094 to allow the Canyon Lake Senior Citizen's Center on the subject property.

The Layout Plat is an informal preliminary review of a proposed subdivision to identify any major issues prior to platting. It is intended to provide the subdivider with an informal process where major issues may be identified and general agreements may be reached with Rapid City as to the form of the plat. Comments regarding the Layout Plat are based on the level of detail provided. All specific details of the subdivision may not be addressed as part of the Layout Plat approval but the major concerns and issues are identified based on the information provided. All applicable Subdivision Regulations, Zoning Regulations, Street Design Criteria Manual, and any other applicable regulations will need to be met as part of the Preliminary and Final Plat. Any waiver from the Rapid City Municipal Code or the Street Design Criteria Manual will require a formal variance request or a special exception whichever is applicable.

STAFF REVIEW:

Staff has reviewed the Layout Plat and has noted the following considerations:

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Ownership: The Pennington County land records indicate that the Rapid City School District and the United States Government have joint ownership of the subject property. However, to date, no authorized agent from the United States Government has signed the application form allowing the City to review and approve the Layout Plat. As such, staff is recommending that prior to Layout Plat approval by the City Council, written permission from the Department of Interior must be submitted in order to allow the property to be platted as proposed and prior to Final Plat submission all owners of record must sign the owner's certificate.

The Department of Interior leased a portion of the property to the Rapid City School District with the agreement that any development on the site would be used for educational purposes. In 1967, the Canyon Lake Senior Citizen's Center began using the structure located on proposed Tract 1. The Canyon Lake Senior Citizen's Center would like to expand the facility and, as such, have proposed to plat the property in order to obtain ownership.

Structural Site Plan: To date, a structural site plan has not been submitted identifying the existing structures. Staff is recommending that upon submittal of a Preliminary Plat, a site plan be submitted as identified in order to determine if the existing development provides the necessary setback(s) to the proposed common lot line.

Bike Path: A bike path extending from Mary Hall Park to Canyon Lake Drive and Brookside Drive has been constructed. A portion of the bike path is located on the subject property. As such, staff is recommending that upon submittal of a Preliminary Plat, the plat document must be revised to show a bike path easement for the existing bike path located on the property.

Utility Master Plan: Currently, a private well is located on the subject property and serves the Soo San Hospital. In addition, a City well is located on proposed Tract 1. Staff is recommending that upon submittal of a Preliminary Plat, a Utility Master Plan must be submitted for review and approval. In particular, the location of all existing and proposed private and public water mains and service lines and the location of all existing and proposed public sewer mains and service lines must be identified. In addition, the Utility Master Plan must show all existing and proposed private utilities (i.e., electric, telephone, cable, etc.). The plat document must also be revised to provide utility easements as needed. Staff is also recommending that upon submittal of a Preliminary Plat, the plat document must be revised to show the City well located on proposed Tract 1 within a well lot or a utility easement.

Drainage Plan: A drainage plan must be submitted for review and approval. In particular, the drainage plan must demonstrate that adequate drainage easements exist to accommodate flows through the property or the plat document must be revised to provide additional drainage easements as needed. In addition, the plat document must be revised to show Lime Creek within a drainage easement. Staff is recommending that upon submittal of a Preliminary Plat, a drainage plan be submitted as identified and the plat document be revised to provide drainage easements as needed.

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Floodplain: Portions of the subject property are located within the 100 year federally designated floodplain. The Layout Plat has identified the floodplain boundaries of the subject property. The applicant should be aware that any development and/or redevelopment within this area of the property will require a Floodplain Development Permit be reviewed and approved by the City.

Canyon Lake Drive: Canyon Lake Drive is located along the south lot line of the subject property. To date, a sidewalk has not been constructed along the north side of Canyon Lake Drive. As such, upon submittal of a Preliminary Plat, construction plans showing the construction of the sidewalk along Canyon Lake Drive as it abuts the subject property must be submitted for review and approval or a Variance to the Subdivision Regulations must be obtained.

Staff believes that this proposed plat generally complies with all applicable Zoning and Subdivision Regulations assuming compliance with the stated stipulations.